

17 Jul 81

Pete:

Attached FYI is my copy of Bob's effort to sort out the long list of potential evaluation items from all sources. Shelby learned quickly how to use HRPIs plotter and did this on that. Each member of staff has a copy and our next step is to meet and try to prioritize. Before we do, I have to try to meld this into/with your personnel planning paper and the other isolated topics that are obviously going to come up (like end of tour bonuses; QSI questions; spouse LWOP studies; allowances for hard-to-fill locations, etc.....)

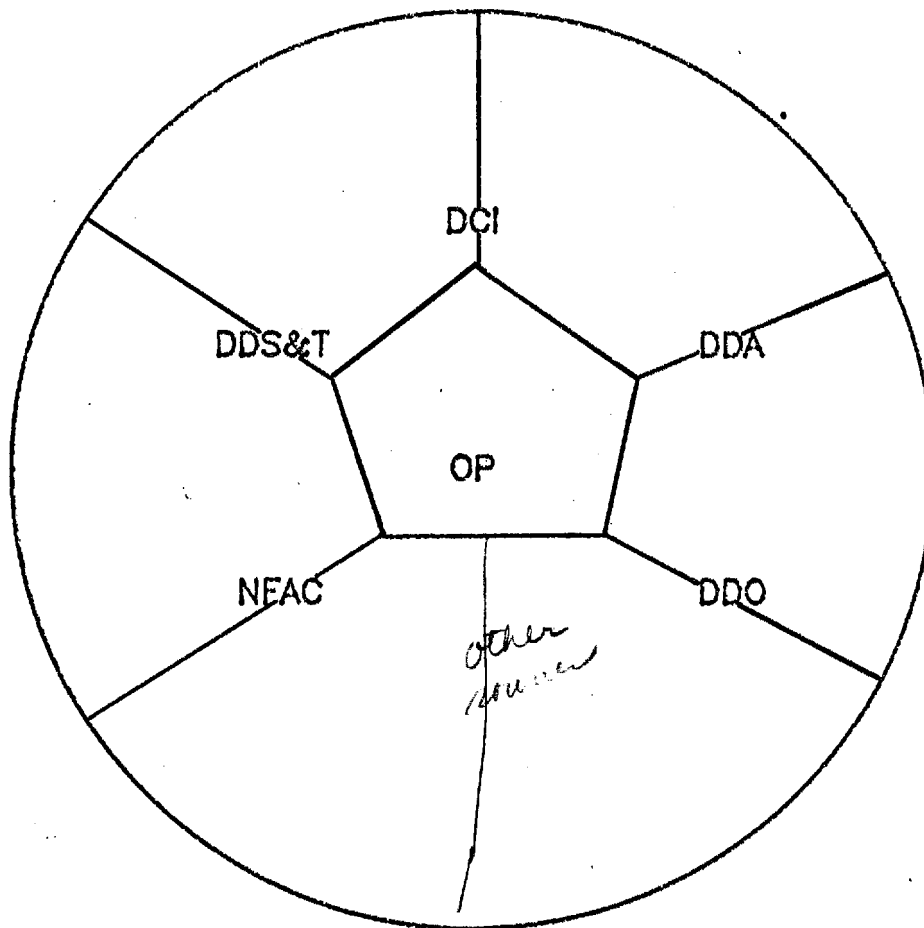
*→ i*  
*I need to talk w/ you about this as I'm  
a little confused.*

*OK*

*P*

# PERSONNEL MANAGEMENT POLICY AND EVALUATION ISSUES

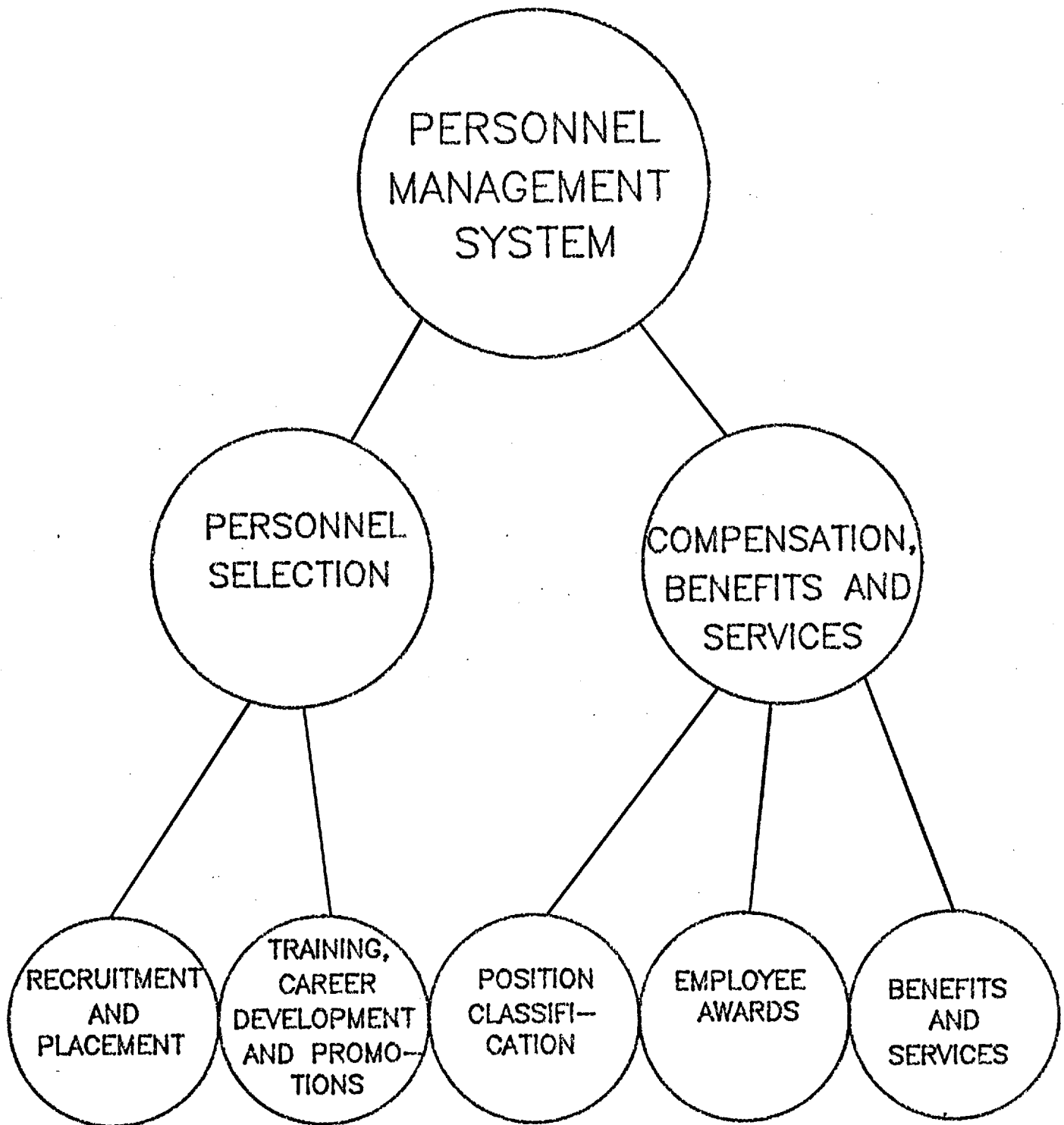
## CENTRAL INTELLIGENCE AGENCY



7/16/81 - discussed  
w/ Bal. This looks like a  
good setting. Dept step  
is to prioritize. He will  
do his so he can try while  
he is there.

POLICY AND PROGRAMS STAFF/OP

ADMINISTRATIVE INTERNAL USE ONLY



## ISSUES

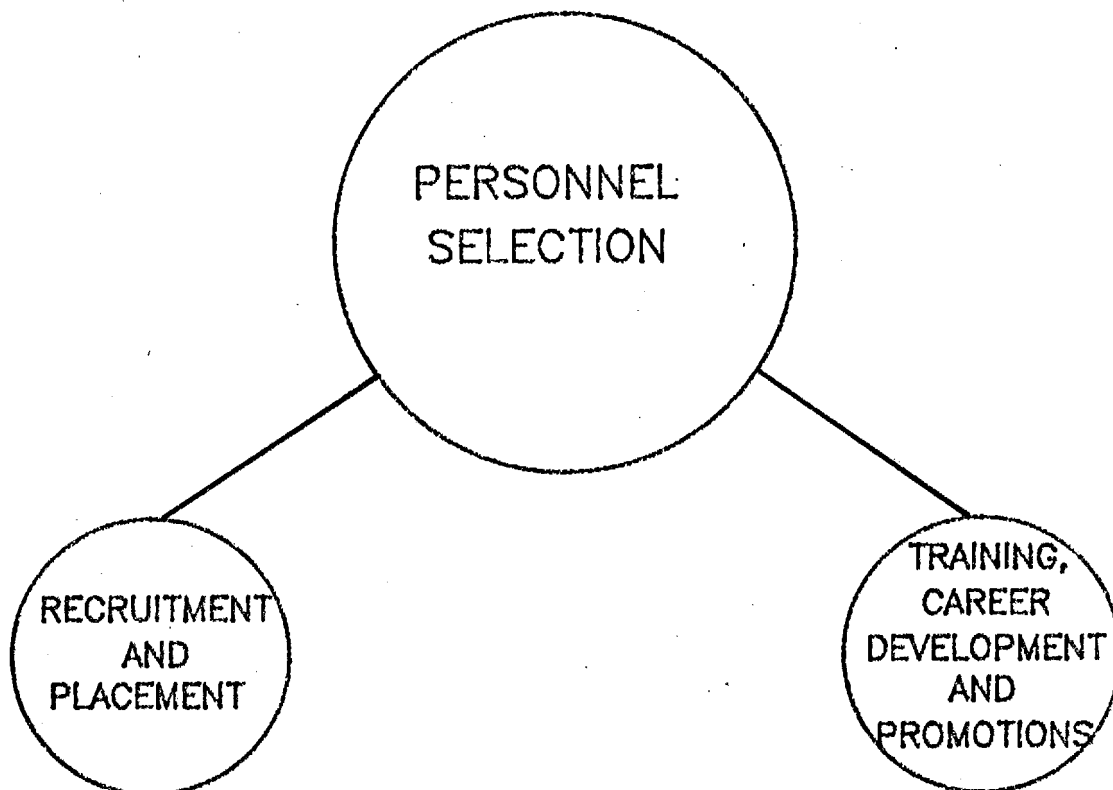
### PERSONNEL MANAGEMENT SYSTEM

- PA • DECENTRALIZED VS CENTRALIZED SYSTEM
- N PA • PERSONNEL MANAGEMENT PLANNING AND REPORTING SYSTEM
- PA • COST EFFECTIVENESS OF PERSONNEL FUNCTION
- N PA • DELEGATION OF CERTAIN PERSONNEL MANAGEMENT AUTHORITIES TO  
OPERATING OFFICIALS
- N • SPLITTING OF OP WITH POLICY-MAKING TO DCI AND SERVICE TO DDA
- G<sub>10</sub> • ROLE OF COMPONENT PERSONNEL OFFICER

- Performance standards
- Service elements
- productivity

ADMINISTRATIVE INTERNAL USE ONLY

# ISSUES



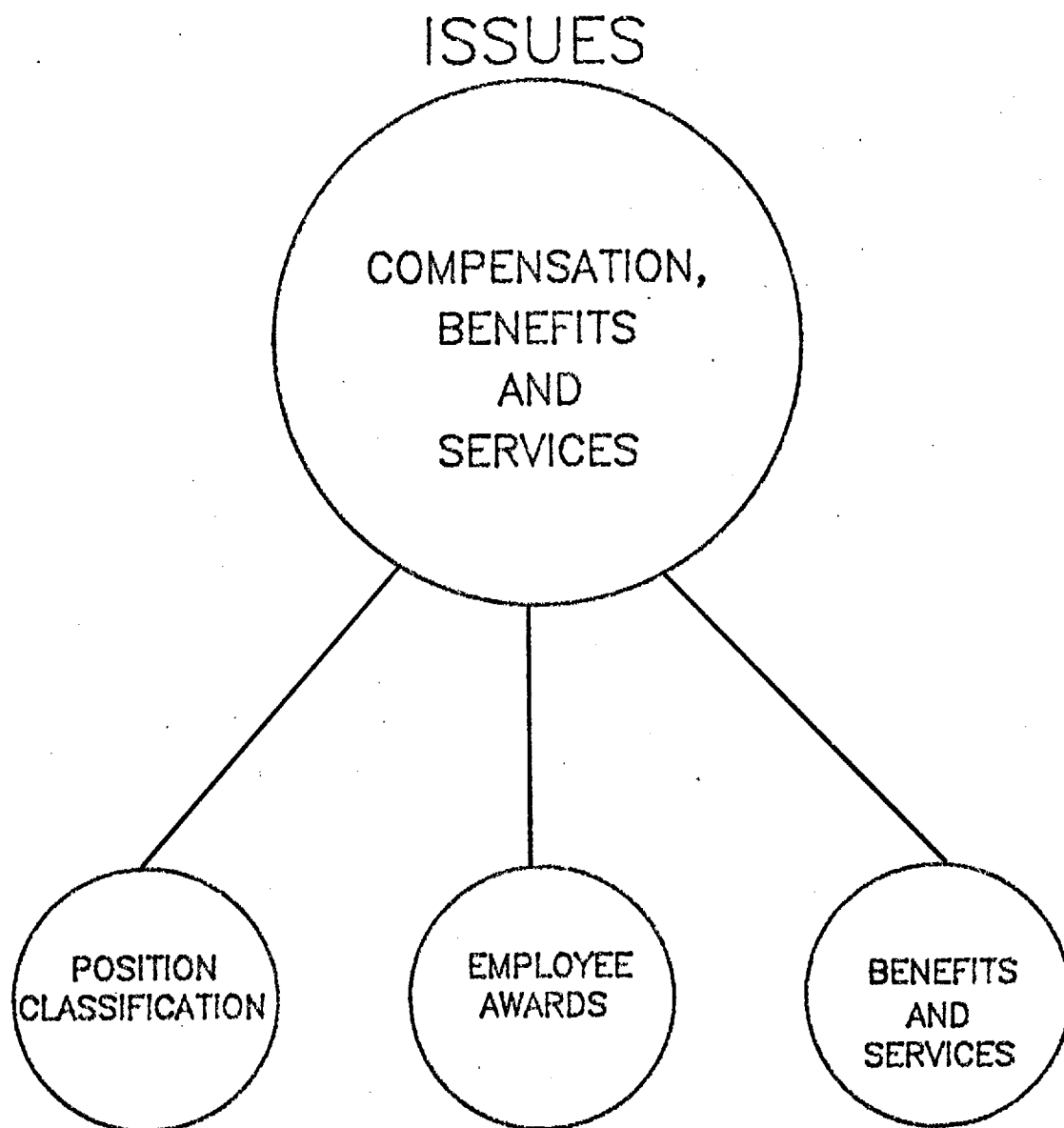
- PA 1. ATTRACTING NEEDED CRITICAL SKILLS
  - 2. REASONS FOR SEPARATION OF "GOOD" EMPLOYEES
  - PA 3. BETTER WAYS OF ASSURING RIGHT PEOPLE ARE IN RIGHT JOB, E.G., JOB ANALYSIS
  - 4. BETTER WAYS TO HIRE MINORITIES
  - 5. APPLICANT OR NEW HIRE PERCEPTIONS OF CIA
  - 6. BETTER WAYS TO DETERMINE RECRUITMENT REQUIREMENTS
  - PA 7. NEED FOR AGENCY-WIDE CT PROGRAM
  - 8. PROGRAM TO ASSURE LATERAL INPUT FROM PRIVATE SECTOR
  - 9. SATISFACTORY TRIAL PERIOD
  - PA 10. SELECTION, TRAINING, AND INVENTORY OF MANAGERIAL RESOURCES
  - 11. INTERN PROGRAM (POT)
  - 12. UPWARD MOBILITY PROGRAM
  - 13. VALUE AND USE OF ROTATIONS
  - 14. NEED FOR UNIFORM PROMOTION SCHEDULE AND GOALS
  - 15. IMPROVED PAR SYSTEM
  - 16. COST OF EVALUATION BOARDS AND PANELS
  - PA 17. CAREER DEVELOPMENT POLICY
  - 18. COMPETITIVE EVALUATION POLICY
  - PA 19. DUAL CAREER POLICY
  - 20. NEED FOR COMMON SPECIFIC EVALUATION FACTORS
  - 21. POLICY REGARDING CONTENTS AND USE OF OFFICIAL PERSONNEL FILE

Undelivered in 7 DDO (2)  
 Approved For Re  
 ADMINISTRATION

**ADMINISTRATIVE - INTERNAL USE ONLY**

Approved For Release 2005/12/01 : CIA-RDP92-00455R000100180012-3

- Employee of the SOA (PA)
- Rotational - the SIS (A)



- G • NEW PAY SYSTEM
- PRA POLICY
- PA • INDIVIDUAL BENEFITS PACKAGE
- D • CLERICAL GRADE STRUCTURE
- J • AV.GRADE CONTROL AND GRADE CREEP
- N • SPS PAY
- SECRETARIAL PAY

PA 7

- PA • USE OF AWARDS
- NEED FOR NEW AWARD
- PA • RELATIONSHIP OF AWARDS TO PERFORMANCE EVALUATION

- PA • CHANGES TO CIARDS
- EMPLOYEE ORGANIZATION
- NEED FOR OTHER INSURANCE COVERAGE
- INCENTIVES FOR FIELD ASSIGNMENTS

- Class. Comp. 802 (PA)  
 - Review OSO/AA (D)  
 - Post Cl.

Indicate benefit plan PA  
 - Mobility & relocation (PA)  
 - Dual benefits / spouse

TRANSMITTAL SLIP		DATE
		7/13
TO: <i>Memo</i>		
ROOM NO.	BUILDING	
REMARKS: <i>The attached is a diagrammatic sketch noting the policy &amp; evaluation issues listed in that material you distributed e.g. NFAC, INMAN, GLozum, etc. I thought this sorting process might be helpful for prioritizing, etc. (This listing is not meant to be inclusive.)</i>		
FROM: <i>Bob</i>		
ROOM NO.	BUILDING	EXTENSION

FORM NO. 241  
1 FEB 55REPLACES FORM 36-8  
WHICH MAY BE USED.

(47)